



TENNESSEE REAL ESTATE News-Journal

An Official Publication of the Tennessee Real Estate Commission

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License Renewal Procedures

All Tennessee Real Estate Licenses expire December 31, 2002 and must be renewed on or before November 1, 2002. The steps each licensee must complete depend on license type (timeshare individual, affiliate, or broker), the license status (active, inactive or retired) and the date of licensure in the current status.

All licensees must submit the signed renewal form and pay the \$80.00 renewal fee by November 1, 2002. Renewal notices will be mailed to the firm address for active licensees and to the home address of inactive and retired licensees on or before September 15, 2002. When the renewal form is signed and sent to TREC, the licensee affirms that any and all renewal requirements have or will be met by November 1, 2002. The requirements for the various licenses and license statuses are described in the table on page 2 of this newsletter.

Individuals who do not complete required education by November 1, 2002 and/or who do not purchase Errors and Omissions Insurance by November 1, 2002, **MUST CEASE AND DESIST PARTICIPATING IN ANY ACTS WHICH REQUIRE A REAL ESTATE LICENSE AFTER DECEMBER 31, 2002 UNTIL A NEW LICENSE IS GRANTED.**

Be advised that the Tennessee Real Estate Commission can no longer permit late reinstatement if a licensee fails to timely complete the required education or purchase Errors and Omissions Insurance. If education is not completed timely and if Errors and Omissions Insurance is not purchased timely, the licensee must (1) meet current education requirements for licensure, (2) retest, and (3) reapply for licensure. That means that an individual who had previously held an affiliate licensee must have completed the sixty (60) hour prelicensure course, retake and successfully complete the affiliate broker examination and reapply for licensure (including repaying all application fees). An individual who had previously held a broker license must show proof of 120 hours of approved education (including the Office Broker Management Course), retake and successfully complete the broker examination and reapply for licensure (including repaying all application fees).

All licensees who reapply must meet all statutory requirements to maintain the new license. Reapplying licensees will forfeit any grandfather statuses which were connected to the previous license.

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L. A. Westley New TREC Chair

At the July Commission meeting, L. A. Westley was elected Chairperson for the period July 2002 through June 2003. Commissioner Westley lives in Memphis and has held a real estate license since 1964. He has been an active working member of the Memphis Area Association of REALTORS and the Tennessee Association of REALTORS.

At the same time, Commissioner Frances Almany of Hendersonville was re-elected Co-Chairperson. Commissioner Almany is serving in her second five-year appointment on the Commission and is also serving as liaison between the Commission and the Tennessee Association of REALTORS' Presidentail Advisory Group.

Commissioner Adren Greene of Morristown has been reappointed to the Commission to serve a second term.

Rank & Status of License as of November 1, 2002	Pay Renewal Fee of \$80.00	Provide Proof of Purchase of E&O for all or part of 2003-2004	Completion of Required Education Affiliates – 16 hours of approved Continuing Education Brokers – Post Broker Education
Active Affiliate	Yes	Yes	<p>Yes, if licensed between Jan. 1, 1980 and December 31, 2000, 16 hours of approved education must be completed between 1-1-01 and 11-1-02</p> <p>No, if licensed before Jan. 1, 1980 and license has been appropriately renewed since issue</p> <p>No, if license issued after 12-31-00</p>
Inactive Affiliate	Yes	No	<p>Yes, if licensed between Jan. 1, 1980 and December 31, 2000 and inactive status requested after Jan. 1, 2001, 16 hours of approved education must be completed between 1-1-01 & 11-1-02</p>
Retired Affiliate	Yes	No	No , have already completed required hours in order to be in retired status
Active Broker or Principal Broker	Yes	Yes	<p>Can renew if broker license awarded after Nov. 1, 1999 without completion of post-broker education</p> <p>Cannot renew if licensed before Nov. 1, 1999 and post-broker education not completed by Nov. 1, 2002</p>
Inactive Broker	Yes	No	<p>Can renew if broker license awarded after Nov. 1, 1999 without completion of post-broker education</p> <p>Cannot renew if licensed before Nov. 1, 1999 and post-broker education not completed by Nov. 1, 2002</p>
Retired Broker	Yes	No	None required since licensee is grandfathered in terms of education

This Table Can be Used to Determine Your Responsibilities for Renewing Your License

DISCIPLINARY ACTION

MAY 2002

RANDALL PHILLIPS HOMES

Lic. No. FM254696

Goodlettsville, TN

Principal Broker Tamara Senibaldi agreed to pay a civil penalty of \$250.00 for failure to include the firm phone number in an advertisement.

STEPHANIE W. WEST

Lic. No. AF270605

Blue Ridge, GA

Ms. West agreed to pay a civil penalty of \$250.00 for failure to timely complete administrative measures to transfer her license.

JOHN W. ORR.

Lic. No. BR214668

Jackson, TN

Mr. Orr agreed to pay a civil penalty of \$250.00 for failure to include the firm name in an advertisement.

HOPE E. KING

Lic. No. AF271056

Knoxville, TN

Ms. King agreed to pay a civil penalty of \$250.00 for failure to include the firm phone number in an advertisement.

JUNE 2002

REBECCA WOODRUFF

Lic. No. AF272530

Shelbyville, TN

Ms. Woodruff agreed to pay a civil penalty of \$250.00 for posting a sign on property with

her name in letters larger than the firm name.

BRENDA C. WHITE

Lic. No. PB235645

Hermitage, TN

Ms. White consented to pay a civil penalty of \$250.00 for representing that a contractor was licensed without confirming the fact.

NADINE YOUNG

CUMMINGS

Lic. No. BR252145

Nashville, TN

Ms. Cummings consented to pay a civil penalty of \$250 for failure to timely deliver a copy of a contract to the purchaser of a property.

MARK E. HARTZ

Lic. No. AF259846

Bartlett, TN

Mr. Hartz consented to pay a civil penalty of \$500.00 for failure to turn over to his principal broker all deposits and earnest money relative to a transaction.

JULY 2002

PAMELA W. GREENE

Lic. No. AF258961

Morristown, TN

Ms. Greene agreed to pay a civil penalty of \$250.00 for failure to include the firm phone number in an advertisement.

HENRY A. BOOTH, Jr.

Lic. No. PB50376

OMNI REALTORS

Lic. No. FM55950

Cordova, TN

Mr. Booth consented to pay a civil penalty of \$250.00 for failure to timely disburse earnest money either by making a reasonable interpretation of the contract and disbursing to a party or interpleading the funds.

HALEY LANE PARKER

Lic. No. PB223157

Bartlett, TN

Ms. Parker consented to pay a civil penalty of \$1000.00 for failure to exercise adequate supervision over an affiliated licensee.

Need to Find Out if a

Course is Approved?

All TREC approved courses are listed on our web-site. The address for the home page is:

www.state.tn.us/commerce/trec

There are buttons on the left hand side of the page. The last button is titled "Online Resources List". Click on that button and then cursor down about three-quarters of the page to find "Online Reports" followed by "Listing of Approved Schools with Approved Courses". The schools which provide approved education are listed in alphabetic order and the address and phone number for each school are provided. Under each school there is a listing of approved courses.

The Commission approves courses in a number of formats. Classroom courses are noted with a (CR) at the end of the name of the course. Other formats include (PP) for paper and pencil distance learning (previously called correspondence course), (DB) for disk based distance learning and (I) for Internet distance learning.

**Tennessee Real Estate
Commission**

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Nashville, TN 37243-1151

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Important License Renewal Information Enclosed

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Tennessee Real Estate
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Memphis

FRANCES ALMANY, Vice Chairman
Hendersonville

JONELDA BLALOCK
Sevierville

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Education Director

NOTICE

TREC will not issue
any real estate license,
either initial or renewed,
without proof of E&O
Insurance.

Licensees coming out
of retirement must also
provide proof of E&O
Insurance

"The Tennessee Department of Commerce and
Insurance is committed to principles of equal
opportunity, equal access, and affirmative action."
Contract the EEO Coordinator or ADA
Coordinator (615) 741-1328, for TDD 615-
741-6276



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TREC Contact Information:
(615) 741-2273 or 1-800-342-4031
www.state.tn.us/commerce/trec

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